



MANCHESTER-BY-THE-SEA PARKS AND RECREATION DEPARTMENT
10 CENTRAL STREET, MANCHESTER-BY-THE-SEA, MA 01944
Telephone (978) 526-2019 Fax (978) 526-2007
Email: recreation@manchester.ma.us On-line: www.manchester.ma.us

**2012 TUCK'S POINT
 ROTUNDA RENTAL APPLICATION**

Contact Person: _____

Mailing Address: _____

Town, State, Zip: _____

Home Telephone #: _____

Cell Phone #: _____

Email Address: _____

Date Requested: _____

Time Requested: _____
(2 hour block of time)

Estimated number of people: _____ **Is Rental For a Wedding Ceremony?** _____

Rotunda Rental Fee: \$100.00 for each 2 hour block of time.

Terms & Conditions:

The use of the Rotunda includes only the inside of the Rotunda itself. It does not include the pathway leading up to the Rotunda or the grounds around the Rotunda, which are actively used during the summer months.

Cancellation / Refund Policy:

If you need to cancel your reservation, refunds are only granted if they are requested at least 10 business days in advance and will result in a \$25.00 administrative processing fee. There will be no refunds or cancellations made less than 10 business days in advance of the event. There will be no refunds for inclement weather.

I am applying to use the Tuck's Point Rotunda. I have read the Tuck's Point Rules and regulations listed above and agree to abide by them. In absence of signature, payment of fee signifies my understanding and acceptance of all Rules and Regulations.

 Signature of Contact Person **TOTAL AMOUNT DUE:** _____

CHECKS SHOULD BE MADE PAYABLE TO THE TOWN OF MANCHESTER
Fees and Regulations are subject to change each season.